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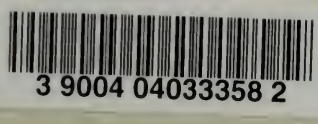

VOLUNTEER MILITIA.

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REGULATIONS

RESPECTING THE

VOLUNTEER MILITIA.

PUBLISHED BY COMMAND OF HIS EXCELLENCY
THE COMMANDER-IN-CHIEF.

OTTAWA:
TIMES STEAM POWER WORKS, 60 SPARKS STREET.

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PREFACE.

MILITIA DEPARTMENT,

Ottawa, 6th September, 1866.

These Regulations are published in the conviction that Officers of the Canadian Volunteer Force are most anxious to learn their duties—and that it only needs, to ensure the correct performance of those duties, that they shall be clearly defined. All existing Codes of Instruction with their several Forms are hereby cancelled.

By order of H. E. the Commander-in-Chief.

P. L. MACDOUGALL,
Col. A. G. M.

ACTUAL SERVICE.

1. All regularly enrolled Volunteers who refuse or neglect to turn out with their corps when properly warned for actual service, are liable to be tried by a Court Martial for such refusal or neglect which amounts to desertion.

2. All that is necessary to constitute notice to a Volunteer to join his Company on actual service, is that he shall be duly notified either by the Captain personally or by one of the Officers or Serjeants of the Company under his orders.

3. The manner of notifying shall be as follows, viz:

The Officer or Serjeant whose duty it is to warn the men of his Company shall be provided with a blank roll, the heading of which shall be as follows:

H. E., the Commander-in-Chief has been pleased to order the
Battalion (or Company, as the case may be) to be placed on actual service, and to muster at o'clock at

This heading will be read to every man, who will then sign his name in acknowledgment of his having received notice. Should he refuse to sign his name, a remark will be made to that effect by the notifying Officer or Serjeant, and signed by a witness who will invariably accompany him.

4. The Officer Commanding will lose no time in arresting all such Volunteers belonging to his Company or Battalion, as the case may be, and reporting the same to the District Staff Officer.

5. The District Staff Officer will be at the disposal of the M. General for Militia purposes, and will be the channel of communication between the Volunteers and the M. General on all matters relating to discipline; and between the Volunteers and the Adjutant General's Department on all matters relating to equipment, finance, appointments and promotions.

6. It must be distinctly understood that the Adjutant General is solely responsible to the Government for all expenditure on Militia account, and that he alone, under the Minister of Militia, has power to authorize such expenditure. Whenever therefore any unauthorized expense is incurred on an emergency it must be immediately reported for the approval of the Adjutant General; and it would be well that the report should always be accompanied by a minute of the M. General of the District that, in his opinion, the service for which the expense had been incurred was absolutely necessary.

Note.—District Staff Officers signify the Assistants or Deputy Assistants Adjutant General of the District; and the letters C. O., signify Commanding Officer.

7. District Staff Officers are authorized on an emergency to make requisition *by order* on the imperial stores for articles which may be indispensable to the proper equipment of the men of their division, should the local Provincial stores be unable to supply them. But a duplicate of such requisition must invariably be forwarded to the Adjutant General's Department at Ottawa, and must invariably specify the corps to which the several articles have been issued.

8. When a volunteer corps is placed on service the C. O. will, immediately after the first muster parade, forward to the District Staff Officer an exact return of his strength in officers and men, so that no time may be lost in forwarding the pay and subsistence money of his corps, and no pay can be issued until such return has been received.

9. The District Staff Officers will, on receipt of the returns from the volunteer corps on service in their Districts, forward to the Adjutant General at Ottawa, with the least possible delay, a general return shewing the strength of these corps by stations, and will immediately notify any changes of station that may take place. They will require the District Paymasters to attend daily at their office to obtain the strength and stations of the different corps, and the alterations which may take place from day to day.

10. In the event of a *portion* of a Battalion being called out in future, no Regimental Staff Officer will accompany it without a special order.

Rates of Pay and Allowances.

RANK.	PAY. Rate per day.		ALLOWANCES. Daily rate in lieu of all allowances.		
	$	cts.	$	cts.	
Lieut.-Colonel in Command of a Battalion.	4	87	1	00	Pay and Allowances for these appointments can only be granted when the Officers are serving with their own Battalion or with a Provisional Battalion, and should be included at the *end* of such of the Company pay lists—Form C.—as the Commanding Officer may direct.
Major	3	90	1	00	
Paymaster	3	05	0	90	
Adjt. with Rank of Lt.	2	44	0	90	
Do. with Rank of Ensn	2	13	0	90	
Surgeon	3	65	1	00	
Asst. Surgeon	2	43	0	72	
Quarter Master	1	94	0	76	
Captain	2	82	0	76	These Officers are to be included for pay and allowances in the Form C. with their Men.
Lieutenant	1	58	0	72	
Ensign, 2nd Lieut. or Cornet	1	28	0	69	

The rates of pay for each non-commissioned officer and man shall be as follows for their respective grades:

Rank.		*Rate of pay per day.*
Serjeant-Major	of a battalion	As may hereafter be determined.
Quarter-master Serjeant		
Paymaster's Clerk		
Orderly Room Clerk		
Hospital Serjeant		
Pay Serjeant		
Serjeants		
Corporals		
Buglers		
Privates		
Horses of Officers and Men of mounted corps		

Note.—1. No Regimental Staff Officer can, under any circumstances receive pay unless he has been regularly appointed to the Battalion or Provisional Battalion.

2. No pay can be granted for Brevet Rank of any kind; nor on account of half or unattached pay.

1. The N. C. O. and privates shall receive free lodgings and rations. All officers and men of mounted corps will receive a daily allowance of 25 cents in lieu of forage for each horse.

2. Where a corps placed on service remains at its permanent head quarters, a daily allowance will be credited to each man, not exceeding, and in lieu of, the prescribed rate of ration allowance, unless some of the men live at such a distance as to render it necessary to billet them at the head quarters of their company, in which case a daily sum of 40 cents will be allowed for each man so billeted.

3. And wherever volunteers are accommodated in billets by agreement with householders, the daily rate of such billet shall not exceed 40 cents.

Duties of District Paymaster.

MODE OF PAYMENT.

1. The mode of paying corps called out on actual service, will be by making weekly advances on account, as heretofore, (vide Form B.) the same to be deducted from the final issue of pay when the corps is released from duty.

2. To this end a *covering* pay-list (Form C.) will be made up in duplicate, from the day the corps was called out until the day of its release from service—both days inclusive—and sent to the District Paymaster who will examine and certify it, and, after deducting all advances from it, will then issue a cheque for the balance due. One copy of said pay-list will be retained by the District Paymaster, and the other will be sent to the Department in support of his accounts.

3. In the event of a corps being kept on service for *more* than one month, the covering pay-list will be rendered as above, at the end of every month.

4. It must be distinctly understood that the covering pay-list has no reference to *billet allowance* or rations for the men, the weekly Abstract Receipt, (Form G.) for that service, duly completed, being all that is required from the District Paymasters in support of their accounts.

5. Simultaneously with the calling out of the force for service the Militia Department will immediately telegraph to some Bank in the District to credit the District Paymaster with a sum of not less than one week's pay and subsistence for the estimated force placed on duty in that District, based on the estimate which should be immediately transmitted by telegram by the District Staff Officer in anticipation of the corrected requisition (*Form A.*) by Post.

6. The District Paymaster will then distribute by cheque, either to the different battalion or detachment paymasters, or to the C. O.'s of detached Companies, weekly in advance, a sum of money equal to one week's pay of his men. This will be done immediately on, and not until the receipt by the District Pay-

master of Form B. properly filled in and signed by the C. O., and Paymaster of the Battalion or Detachment, or by the officer commanding the detached company.

7. Receipts (Form H.) should be taken, in duplicate, for all such advances —one to be retained by the Paymaster as his own voucher, the other to be forwarded to the Department in support of his accounts.

8. The District Paymaster will similarly, on the receipt of (Form D.) properly filled in, send cheques to the different paymasters or captains, as the case may be, for payment in arrear of one week's billet money, if the men are in billets, or of one week's subsistence (Form K.) if the men are in camp or barracks.

9. The account current (Form E.) will be completed by the District Paymaster at the end of the month, and immediately sent to Head Quarters with all necessary vouchers to enable the Department to check and compare it with the advances made to him during the Month in question.

10. For any contingent expenses which C. O.'s may be authorised to incur, the C. O. will forward weekly an account direct to the District Staff Officer, who will authorize the payment of the same by the District Paymaster.

11. Accounts for any unauthorised contingent expenses incurred by Officers on their own responsibility, will be forwarded for consideration through the District Staff Officers to the Deputy Adjutant General of Militia at Ottawa.

12. When corps are moved from one District to another, the Commanding Officer should take with him a certificate from the District Paymaster, shewing the date up to which the corps has been paid, which certificate should be attached to the pay-list for the *first* issue of pay made by the Paymaster of the District to which the corps has been sent.

Duties of Battalion or Detachment Paymasters.

1. Every Battalion will, of course, be provided with a regular Paymaster. In every Detachment of not less than five companies, an officer will be appointed to act as Paymaster, with a Serjeant as Clerk, and will receive Paymaster's pay.* Where *two* and not more than *four* companies are quartered together, an officer will be detailed to act as both *pay* and *quarter-master*, with Paymaster's pay, and will be responsible for the correct and punctual fulfilment of the duties prescribed for each. Where a post consists of one company only, or a part of a company, the officer in command is responsible for the due performance of the duties prescribed for the Paymaster and Quarter-Master.

2. Every Paymaster will, immediately on being placed on actual ser-

*Note.—This will not be in addition to his regimental pay but inclusive thereof.

vice, draw up an accurate nominal and numerical roll of the men of his Battalion or Detachment, with a column of remarks shewing when any man becomes non-effective.

3. He will lose no time in forwarding to the District Paymaster Form B. for a week's pay in advance.

4. He will notify the District Paymaster at the same time whether there is a Branch Bank at the post where Government cheques can be cashed, or, if not, of the nearest place where such Branch Bank exists.

5. If no Bank exists at the post, he will ascertain whether the principal store-keepers are able and willing to cash the Government cheques; and if no one store-keeper is able to do so; whether two or more store-keepers are together able and willing to supply money sufficient for the purpose; and he will request the District Paymaster to send the total amount in two or more different cheques as the case may be.

6. Where it is impossible to obtain money on the spot, the Paymaster must make a weekly journey to the nearest place where money is obtainable in exchange for the cheques.

7. A week's pay in advance for his men should thus be in possession of the Paymaster, who will, on receiving the money, distribute it to the officers commanding companies in two payments each week.

8. The Paymaster will keep a regular book account with each Captain of a company, and will obtain the Captain's signature in the book opposite to every payment.

9. When rations are supplied to Volunteers by the regular Commissariat, the charges for rations against each Battalion will be paid by the Paymaster on the vouchers of the ration returns or requisitions.*

10. Similarly where transport is provided for Volunteers by the Commissariat, the charges for the transport against each Battalion will be paid by the Paymaster on the vouchers of the requisitions.*

11. The Paymaster will forward at the end of each week to the District Paymaster a requisition (Form D.) approved by the Commanding Officer and certified by the Paymaster and Quarter Master, for money sufficient to pay for the board and lodging of the force, if the men have been boarded and lodged by agreement, or for the mere Billet money if the men have been Billetted under the Act; and on the receipt of the money the Paymaster will hand it over to the Captains of Companies in their proper respective proportions, who will personally pay the amounts due to the several householders, one witness per company being invariably present

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* Note.—If it should not be convenient for the regular Commissariat to make up their accounts for rations or transport against Volunteer Battalions weekly, these charges will be paid in the gross either by the District Paymasters or by the Militia Department at Ottawa, as may hereafter be determined.

and witnessing the receipts, an abstract of which (Form G.) will be forwarded to the District Paymasters.

12. Similarly if the men are in camp or barracks, the Paymaster will forward a weekly requisition for money on Form K. sufficient to pay the different contractors for provisions, and he will immediately on the receipt of the money settle with each contractor in presence of an Officer or Serjeant as witness, and will forward to the District Paymaster an abstract (Form G.) with accounts attached in full: the abstract will thus shew a receipted weekly account from each contractor, duly witnessed.

13. A duplicate of the above receipt (Form G.) will invariably be kept by the Paymaster.

14. If District or other Paymasters choose to employ, for the purpose of paying Volunteers in their districts, Agents who are not duly authorized for that service, they will do so on their own responsibility and at their own risk; any loss which they may incur by such a proceeding will fall on themselves alone.

Duties of Quarter Masters.

1. The appointment of Quarter Master is one of at least as great importance to the comfort and health of the soldier as that of Surgeon. The services of the latter are only required in exceptional cases, to repair health which has been injured. The labors of the former concern every man in the battalion, and are directed to maintaining him in health and vigour; and his duties require a clear head and untiring assiduity: Commanding Officers should therefore be most careful in the selections they make for the post of Quarter Master.

2. In all cases where there is no regular Commissariat, all necessary transport will be provided by the Quarter Master, under the directions of the Commanding Officer, as prescribed elsewhere under the head of Instructions to Commanding Officers.

3. In all cases where there is a regular Commissariat Officer, he will provide transport on the requisition of the Quarter Master of each battalion approved by the Commanding Officer.

4. When a battalion or detachment is ordered to proceed to any post away from its own head quarters, it should invariably be preceeded by a field officer or experienced captain accompanied by the Quarter Master, and by a steady non-commissioned officer, with one man per company, who will make arrangements for sheltering the men if unprovided with tents, as well as for the necessary supplies of food,

5. Where the men are to be in billets, the Quarter Master will endeavour in all cases to procure them by agreement with the householders, at a rate, for the board and lodging of each man, not exceeding 40 cents per day; should this be impracticable, recourse must be had to compulsory billeting in the manner prescribed by the Militia Law (see sections 69, 70 and 71 Volunteer Militia Act, page 27, appendix I.)

6. Care must be taken that the billets are not too widely scattered, and that they are as nearly as possible grouped within a circle of which the alarm post is the centre. The commanding officer's quarters should always, if possible, be the alarm post.

7. The billet arrangements should be completed before the arrival of the force, so that the men may not be kept waiting. The one man previously detached from each company would shew the billets allotted for his company.

8. In all cases the officer charged with the billet arrangements should wait first on the Chief Magistrate of the place, and request his assistance and influence with the householders, which will much simplify the work

9. Every captain should have a list of his company billets so that if suddenly moved no delay in payment should occur.

10. Where the men are boarded and lodged by agreement, a bed and sufficient covering must invariably be provided.

11. Where recourse is had to compulsory billeting the officer charged with the arrangement shall make requisition according to Form (F.) on the Chief Magistrate or any Justice of the Peace for billets for the required number of men.

12. Each householder is obliged under the act to furnish house-room, candles, and fire and utensils for cooking, for which he is entitled to be paid at the rate of 10 cents per day for each man, (see sections 69, 70, 71, Volunteer Militia Act, page 27, appendix I.)

13. Where the men are billeted under the Act, or when they are in camp or barracks, the Quarter Master must provide daily rations.

14. Where Volunteers are serving in the field with Regulars as will most commonly be the case, the Commissariat Department will supply Volunteer Quarter Masters, in bulk, who will distribute to their different corps.

15. For this purpose the Quarter Master will prepare and forward such requisitions, approved by the Commanding Officer, as may be prescribed by the Commissariat Officer.

Instructions for Commanding Officers of Corps.

1. When a Volunteer Corps is ordered to be placed on actual service, the Officer commanding shall immediately notify or cause to be notified the men under his command in the manner prescribed on the first page of these regulations.

2. The Commanding Officer will immediately, after the first parade, forward to the District Staff Officer an exact return of his strength in officers and men, without the receipt of which no pay can be issued.*

3. He will require the Paymaster to draw up a nominal roll of the men under his command, with a column of remarks which shall shew when any man became non-effective.

4. He will, at the first muster parade, personally ascertain that each man is in possession of the articles of equipment below enumerated and will immediately report any deficiencies to the District Staff Officer.

1 rifle with small stores complete.
1 set of accoutrements capable of carrying 60 rounds.
1 knapsack and straps complete, with canteen. †
1 haversack.
Sixty rounds of ball ammunition, with the proper proportion of caps.
1 water bottle or canteen.
1 great coat.

1 change shirt, flannel or cotton,
1 do. pair socks,
1 do. boots or shoes,
Needle and thread,
Knife, fork, spoon, tin plate,
Piece of soft soap,
Towel, brush and comb.
} Should be in every man's knapsack, provided by the men themselves.

5. Where a corps placed on actual service is ordered away from its permanent head quarters, if the men be furnished with knapsacks, the Commanding Officer will not allow any of his men to take with them any article of baggage beyond their knapsacks.

6. Where a corps placed on actual service remains at its permanent head quarters, the Commanding Officer will see that the regulations with respect to the payment of the men, and the payment of the billets and rations, laid down in the instruction to Paymasters and Quarter Masters, are strictly observed.

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* *Note.*—In country Districts, the Captains of Companies not present at the head quarters of their battalion, will be responsible for due performance of the duties prescribed in this and the foregoing paragraph. The return of their strength will be forwarded to the Commanding Officer of the battalion, if they form part of a battalion, or to the District Staff Officer direct, if they do not.

† *Note.*—Until the arrival of knapsacks from England, those corps not now provided with knapsacks will have one set of great coat straps for each man instead, in this case the canteen will be deficient, and its place must be supplied by the pint mug with handle.

7. When a corps is moved from its permanent head quarters, by steamboat, railroad or by marching: Commanding Officers will observe the regulations prescribed for those cases on page 16.

8. The prime necessities of a soldier on service, supposing him to be otherwise properly equipped, are food and ammunition.

9. In the Volunteer service where no regular Commissariat and Transport departments exist, a great deal must depend on the individual zeal and intelligence of Volunteer Officers in command.

10. On being suddenly detached to any place where there is no certainty of obtaining immediate supplies, the Commanding Officer must always take with him one day's supply of bread and cooked meat* in the men's haversacks; and a supply of bread and meat for at least one day in addition, in waggons.

11. Each man's food for one day weighs 2½ lbs.; the food for one Company of 55 men would weigh 132 lbs.; and as the meat ought not to be too closely packed, one ordinary waggon should be apportioned to carry one day's food for eight such Companies.

12. In hot weather as it would be difficult to carry meat without spoiling, salt pork or beef should be taken instead of fresh meat; where this cannot be procured bread alone should be carried.

13. In the last case one waggon should carry one day's consumption of bread for 16 companies.

14. The quarter master should invariably precede the column by one day if possible to make arrangement for a regular supply of bread and meat at the place of destination.

15. The Rations must be examined by the "Orderly Officer" every morning, who will report to the Commanding Officer if the same or any part thereof be not according to Contract, and the Commanding Officer will forthwith appoint a Board who will have power to condemn all or any part of them if found not according to Contract, and a similar quantity in their stead will be purchased at the expense of the Contractor; a proviso to this effect should be made in all the local Contracts.

16. Any Commanding Officer detached with any probability of meeting an enemy should invariably carry with him in waggons a reserve supply of ammunition over and above the 60 rounds per man in the pouches, of at least 50 rounds per man.

17. A Company of 55 men would require a reserve of 2750 rounds packed in six boxes, each weighing 55 lbs.; or in 4 quarter barrels, each weighing 74 lbs., and each waggon should therefore, on the average, carry the reserve ammunition for five companies.

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* *Note.*—It must be remembered that cooked meat freezes in winter.

18. Every officer detached on an independent command must procure the amount of transport he may require for any or all of the above services, as the case may be, either by private agreement or in the manner prescribed by the Volunteer Militia Act, sections 76 and 77. (See page 28, Appendix 2.)*

19. Commanding Officers may also provide transport for camp equipage (when furnished), at the rate of one waggon for every 26 tents complete. Also for officers' light baggage, at the rate of one waggon for each battalion of eight companies. †

20. And for any other purpose which in their discretion may be required, but the officer will be held pecuniarily responsible that he does not engage more transport than is absolutely necessary.

21. Parties furnishing transport will be paid for the same by requisition, (Form I.) on the District Staff Officer, who will after examining the claims, order them to be paid, if he approves, by the District Paymaster.

22. The Officer commanding a Battalion or Detachment is responsible for the proper performance of the duties of the Paymaster and Quarter Master as laid down elsewhere in these instructions, as well as for those of all the Officers under his command.

23. Captains of Companies will personally pay the men of their Companies twice every week.

24. Captains of Companies will personally pay the billet accounts of the men of their Companies punctually every Saturday, or before marching away.

25. The money for these purposes will be handed them by the Paymaster.

26. Commanding Officers are never to receive supplies of any description either from individuals or communities, without giving a formal receipt for the same, of which they will immediately forward a duplicate to the District Staff Officer.

27. Commanding Officers accepting of any supplies which do not fairly come under the head of those which should be furnished by the government, will do so on their own responsibility. No claim for such supplies will be entertained by the Militia Department.

28. Where no deficiency exists in the supplies which the government should furnish, Commanding Officers will not accept of any supplies from other sources except as a gift, or on their own responsibility.

29. Commanding Officers are responsible for the safety and preservation of all public stores which have been issued to their corps.

30. Commanding Officers, and under them the Captains of Companies, are responsible that the arms of their men are kept at all times in clean and serviceable

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* *Note.*—In all cases where there is a regular Commissariat Officer, he will supply the necessary transport on requisition certified by the Quarter Master and approved by the Commanding Officer.

† *Note.*—Each Officer's baggage shall not exceed 1 roll of bedding, 1 small valise.

condition. It is not to be permitted on any pretext whatever that a single rifle shall be returned to the Company's arm-racks after firing, until it has been properly cleaned.

31. When Volunteer corps are relieved from actual service, Commanding Officers will take all articles of public property, such as knapsacks, haversacks, water canteens, &c., into the Battalion or Company store; and will forward a return to the District Staff Officer which shall shew in one column the articles received, in a second articles in possession, and in a third the cause of deficiencies.

32. No Field Officer is on any account to accompany his battalion on actual service unless he is provided with a horse.

33. When any force leaves its own head quarters, the Officer Commanding will at the end of its journey send to the District Staff Officer a "*Marching in State*" as per (form L.)

When on the March.

1. The men composing any column of march, to march at attention when passing through towns and villages.

2. At other times, although marching at ease, they will strictly keep their ranks.

3. A party in proportion to the strength of the column to be detailed invariably as an advanced and rear guard.

4. An uniform steady pace, about three miles an hour, to be kept up.

5. The column to halt for five minutes at the end of the first half hour; and after that at the end of every hour's march.

6. An Officer or Non-Commissioned Officer with a party of one man per Company to be sent in advance to choose a convenient spot at which to halt for meals, and to light fires for cooking if necessary.

7. An intelligent officer with party similarly to be sent in advance to select a spot for camp or bivouac if necessary.

8. Under no pretence are the men to be allowed to enter taverns to drink on the line of march.

9. No man is to fall behind during the march but by leave of the Captain of his Company, and then, always to have a Non-Commissioned Officer left with him to bring him on.

10. If the march is to extend beyond one day, officers should pay particular attention to the condition of the feet of their men. The subaltern officers should personally see that the men wash their feet on arriving at a halting place for the night, and should satisfy themselves by personal inspection that the nails are properly cut. A good officer will attend to this injunction. A careless officer

will probably turn it into ridicule to cover his own laziness. It is impossible for men to march for many days consecutively without following this prescription, and the fate of a battle may very easily depend on the men being in good marching condition. Every man should have in his possession a piece of soft soap, and should soap the inside of the heel of his stocking before commencing each day's march, and the officers should see that this is done by every man. The men should be cautioned to drink on the march no more than is necessary to satisfy thirst, as over indulgence in this respect increases the craving it is intended to allay.

11. The men on arriving at the night's halting place should never be kept waiting. The camp or bivouac or the billets should be already prepared for them, and they should be dismissed to their rest with the least possible delay consistent with discipline. If the men are to be in billets every man must be acquainted with the locality of the alarm post before being dismissed to his billet.

12. The alarm post of each company should be the Captain's billet from whence it should be marched by the Captain to the general rendezvous.

13. A guard is to be established immediately on arriving at the halting place for the night. All men required for duty to be warned before they are dismissed to their billets or camp.

14. The officer in command of a column will, on arriving at any post where a senior officer may be stationed, report to the senior officer for orders—and the billet party sent on to provide billets at such a post will in the first place report to the senior officer, on whom will devolve the responsibility of making requisitions for billets on the chief magistrate, or of superintending the arrangement of billets by agreement with the householders.

Discipline.

1. The Volunteer Force, when on actual service, is placed, for all matters of discipline, and for the arrangement of all parades and duties, under the orders o the Officer Commanding Her Majesty's troops; and is subject to the Queen'sf regulations and orders for the army, to the rules and articles of war, and to the Act for punishing mutiny and desertion.

When Volunteers are Travelling by Railroad or Steamboat.

1. The men are to be regularly seated in the carriages, or disposed of in the steamer, according to the directions of the Captain.

2. A guard to be established with such sentinels as may be necessary.

3. Any spirituous liquors in the possession of the men to be taken away and destroyed. The men should have been forbidden to take any liquor with them before starting.

4. In steamers, no man should be allowed to tipple at the bar, and a Non-Commissioned officer should be placed over the bar to prevent it.

5. No men are to be allowed to get out of the carriages during a railroad journey except by special permission; or to get off a steamer at intermediate landing places.

6. The officer commanding is to see that the Railway cars are provided with an ample supply of drinking water.

7. The officers should constantly go among the men during a railway or steamboat journey, to attend to their wants, and to enforce orderly behaviour; and during night journeys at least one officer per company should always be up, in addition to the officer detailed for duty, and visit the men frequently.

8. Complaints have been frequent that Volunteers travelling by railway have committed wanton damage to the cars. It is certainly in the power of an attentive officer to prevent this. The commanding officer should observe the condition of the cars before entering and again immediately before leaving. If any damage has been committed, the Station Master should be requested to assess it, and if the individuals who have committed the damage are not known it should be charged against the pay of the occupants of the damaged car. Before entering a railroad carriage the men should always be warned of this regulation.

9. If the officer commanding troops moving by railway or steamboat is unprovided with a regular requisition, he will invariably give the conductor or purser a voucher for the service performed, specifying the places and hours of departure and arrival, and stating the number of officers and men conveyed.

General Regulations.

1. The Militia Department will in no case recognize any claim, on the part either of individuals or communities, for supplies of any description furnished to Volunteers, unless they can produce a receipt or requisition for the articles furnished, signed by a responsible officer.

2. Loss of private property incurred by Volunteers on service will not be made good by the public, unless it can be clearly shewn that the loss was not in any manner attributable to carelessness, that it was unavoidable, and that the articles lost were part of their necessary equipment as soldiers.

3. Claims for compensation on account of injury or loss of time from illness contracted on actual service, must always be accompanied by a certificate of the Surgeon of the claimant's battalion or detachment, that the injury or illness was

bona fide contracted on actual service; as well as by a certificate of the home medical attendant as to the period during which, after discharge from actual service, the claimant was actually and necessarily incapacitated from following his usual employment, the nature and emoluments of which shall also be accurately stated.

4. When Volunteers are confined in any local Prison for a civil offence, no charge will be included for either pay or rations during the period of such confinement.

5. In the event of a Volunteer losing or damaging any of the Government property with which he is entrusted, a report thereof should immediately be made to the Department by his Commanding Officer, in order that the value of the said property may be deducted from his pay in the next Monthly Pay-List; and, with the view of carrying this order into effect, a *special* Inspection will be made once a Month, or at the termination of service, by the Officer Commanding at each Post, of all Barracks occupied by the Volunteers, as well as of all the Public property in their possession, and a report thereof, shewing the expense of all the damages and deficiencies, should be made to the District Staff Officer immediately after such inspections.

6. Officers are not entitled to rations of any kind at the Government expense, the rate of "allowances" above fixed, being intended to cover their Lodging, Rations, Forage, Fuel and Light.

7. Requisitions will be forwarded, from time to time, approved by the Commanding Officer of the Post, for such Books and Stationery as may be absolutely required for the Orderly Room and Paymaster's Office, and the same will be duly provided by the Department; and all necessary Forms and Company Books will be forwarded on requisition being sent to the Depy. Adjt. Genl. at Ottawa; an allowance of $2.00 per Company per month for Stationery, will be included in the Pay-List and paid by the Paymaster to the Captain and charged in his Monthly account.

8. When Volunteers are sent away from their post to any other, singly or in small parties, on escort or other detached duty, a special marching allowance, to be hereafter determined, will be made to each man so detached, for the day or days on which he is actually and necessarily detained on the journey. If Volunteers are on actual service in camp or barracks at the post to which he is detached, he will be attached to one of the companies during his stay, and be taken on the ration list of that company. Otherwise the marching allowance will be continued, and he will find his own board and lodging during his stay.

9. When any Volunteer Corps placed on actual service is sent away from its permanent head quarters, every man will be supplied with a good pair of boots, on application being made for the same by the Commanding Officer to the District Staff Officer; for which a stoppage will be made from his pay of 25 cents a week for short boots (price $1.50), or of 35 cents a week for long boots (price $2.50), so long as he remains on service, until the cost price be made good.

In Barracks.

LIGHT.

10. One coal oil lamp will be allowed for every ten men, with such an allowance of coal oil and wick as may be absolutely necessary. The allowance of oil must be left to the personal supervision of the Commanding Officer, who is hereby enjoined to take care that it is used only for the non-commissioned officers and men, and in such quantities as may be absolutely necessary. One coal oil lamp will also be allowed for each Guard Room.

11. The expense of the first supply of coal oil lamps will be charged to the Government, but all subsequent charges must be borne by the Volunteers.

FUEL.

12. In making contracts for supplying Fuel wood, it must be stipulated that the cord of wood shall measure 128 cubic feet, i. e. 8 feet (or 96 rations or inches) long, 4 feet high, and 4 feet wide; if the *sticks* are less than 4 feet, the necessary quantity must be added by the contractor, so as to make up the cord to 128 cubic feet.

N: B.—96 Rations or inches of fuel are equal to one cord of wood.

Duties of Advanced Guards.

1. The general composition of an advanced guard is to be found in the drill book.

2. The duty of an advanced guard is simply to feel the way for the column of march, and to give timely notice of approaching danger.

3. Its strength must depend on the strength of the column.

4. The distance of the leading files of the advanced guard from the head of the column of march must be regulated, in general terms, by the necessity of affording such timely notice of any danger as will enable the column of march to form in line of battle to meet that danger.

5. The number of connecting files between the leading files of the advanced guard and the column, must depend on the nature of the ground. In an open country where there is a clear view, there is obviously need of fewer connecting files than in a hilly country, or in a wooded country when the road is not straight.

6. An advanced guard is never to engage with the enemy unless it is necessary, in order to enable the column to form line of battle, to oppose the enemy's advance.

7. All ground on either side of a road where an enemy could remain concealed, must be examined by extending a sufficient number of files for that purpose, before the column advances.

8. The heights bordering defiles must be similarly examined.

Hints on Skirmishing.

1. When skirmishing, men should remember that in the field an enemy will be opposed to them, whose business is to keep himself as much as possible under cover at the same time that he fires upon them whenever they expose themselves.

2. Two lines of skirmishers opposed to each other on smooth ground, and keeping their lines properly dressed, are never seen in a real fight. All that is required is that the men of a line of skirmishers should be in such communication that they are able to afford each other a mutual support.

3. In advancing across open and unbroken ground, the line will be maintained with more or less regularity, because there is no inducement to break the order.

4. Where ground is broken, so as to afford cover in some parts and not in others, the files advancing over the unbroken ground, should observe a regular line; but those files which may have in front of them any ground where cover is to be obtained, such as a hillock, or a clump of trees, or rocks, should dash forward to seize it at their utmost speed, notwithstanding that by so doing they may place themselves in advance of the general line by 30 or 40 paces.

5. If the enemy is in possession of this vantage ground, a dash to dispossess him of it should be made, by the converging at full speed of such a number of files as will serve to drive him out. If you succeed in doing so, you establish a post in the midst of the enemy's lines, and he must fall back, because you flank him on both sides, while your general line advancing occupies him in front. If the enemy's skirmishers are sheltered by a hedge, ditch, bank or any other line affording cover, a quick officer will select the weakest point in the enemy's line for attack, and will direct a number of files to converge on that point at full speed sufficient to overcome resistance. In this way again a post will have been established in the midst of the enemy's line, which will flank him to right and left, while your general line advancing will occupy him in front.

6. Skirmishers advancing in the open should consider no inequality or accident of ground too insignificant to afford shelter of some sort, if it does not protect one part of the body, it will another. Thus even a large stone should be made use of, and a small tree stump may save a man's life.

7. In wood fighting no man should fire except from close behind a tree; after delivering his fire, he must load under cover of the same tree; and when loaded, he will first select a tree in advance, and then dash up to it suddenly—and so on. Experienced skirmishers in a wood will establish a footing in this way often close to the enemy's general line. And if this is done and maintained, the enemy's line must go back.

GENERAL REGULATIONS.

1. If an officer commanding a column of march finds himself suddenly in presence of an enemy strongly posted, he is not to take the bull by the horns by attacking that strong position in front unless circumstances should render that course imperative. This can never be the case where the enemy is a foreign invader of the soil; for the enemy has only one direction in which he can safely retreat, while the column being in its own country can move safely in any direction. In such a case a movement round one flank or other of the enemy will oblige him to quit his vantage ground for fear of having his line of retreat intercepted, and that flank should be chosen which actual circumstances indicate as the most advantageous. For instance, if a column, marching to effect a concerted junction with another force, should find its way suddenly barred by an enemy in a strong position, the column should move round that flank of the enemy which will bring it most quickly in communication with the force it is intended to join. Otherwise that flank should be chosen which will place the column most quickly on the line of the enemy's retreat.

2. Such a flank march must never be made under fire. The column must withdraw beyond range before commencing it, and the flank march must be covered by a strong skirmish line.

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1. If Volunteer Officers or Non-Commissioned Officers or men, whether on actual service or otherwise, have any complaint or accusation to bring against a superior or other officer, on account of misconduct such complaint must be forwarded through the complainant's Commanding Officer, who will transmit the same with his remarks through the District Staff Officer for the consideration of the Commander-in-Chief. It cannot be permitted that Volunteers shall bring accusations against superior officers or comrades before the tribunal of public opinion, either by speeches or letters. Such a proceeding would be in glaring violation of the rules of Military discipline, and in contempt of the authority of the Commander-in-Chief.

2. One of the fundamental and most necessary rules of Military discipline is to forbid any thing bearing the appearance of combination, to obtain redress of grievances, among individuals composing a military force. If officers or men, whether on actual service or otherwise, have any grievance, their complaint should be laid before their Commanding Officer in respectful language, each individual speaking for himself alone. Appeals for redress by "round robins," or by means of any document bearing the signature of more than one complainant, are strictly forbidden.

APPENDIX 1.

When shall be furnished by those on whom they are billeted.

69. When the Troops of Her Majesty's Service or the Militia or any part thereof are on march within this Province, and billeted as hereinafter mentioned, every householder therin shall, when required, furnish them with house-room, fire and utensils for cooking, and candles; And in cases of emergency, by actual invasion or otherwise, the Officer commanding the Regiment, Battalion or Detachment of Troops or Militia, may direct or empower any Officer or non-Commissioned Officer of the same, or other person, after having first obtained a warrant for such purpose from a Justice of the Peace, to impress and take such horses, carriages or oxen as the service may require, the use of which shall be thereafter paid for at the usual rate of hire for such horses, carriages or oxen.

Impressing carriages, &c., on emergency.

Justice of the Peace to billet on requisition of Commanding Officer.

70. When the said Troops of Her Majesty, or the Militia or any part thereof, or any Regiment, Battalion or Detachment of the same, are on a march as aforesaid, the Officer or non-Commissioned Officer commanding them shall require a Justice of the Peace to billet, and such Justice shall immediately thereupon so billet the said Troops or Militia as to facilitate their march, and in such manner as may be most commodious to the inhabitants; And every inhabitant householder shall receive the Troops or Militia so billeted upon him, and furnish them with the lodging and articles mentioned in the next preceding section.

Lodging of Officers not to be paid for.

71. No Officer shall be obliged to pay for his lodging where he is regularly billeted; but each householder upon whom such soldiers are billeted shall receive from Government for each non-Commissioned Officer. Drummer and Private of Infantry, a daily rate of ten cents, and for each Cavalry Soldier, whose horse shall also be provided with stabling and forage, a daily rate of twenty-five cents; And every Officer or non-Commissioned Officer to whom it belongs to receive, or who does actually receive the pay for any officers or soldiers, shall, every four days, or before they quit their quarters, if they do not remain so long as four days, settle the just demands of all householders, victuallers, or other persons upon whom such officers or soldiers are billeted, out of their pay and subsistence money, before any part of the said pay or subsistence money shall be distributed to them respectively, provided such demands do not exceed in amount their pay and subsistence money for the time, beyond which credit is not to be granted.

Allowance for men billeted.

Proper Officer to settle accounts of Officers & soldiers out of their pay &c.

APPENDIX 2.

Justice may require persons to furnish carriages &c., or troops.

May be impressed on refusal to furnish.

Limitation of travel.

How paid for.

76. When any Troops of Her Majesty or any Militia are so cantoned as aforesaid, any Justice of the Peace where such cantonment is made, upon receiving an order to that effect from the Officer commanding the said Troops or Militia, or a requisition in writing from the Officer commanding that cantonment, for such and so many carriages as may be requisite and necessary for the said Troops or Militia, shall issue his Warrant to such person or persons as are possessed of carriages, horses or oxen, within his jurisdiction, requiring him or them to furnish the same for the service aforesaid, and if any person, after receiving such Warrant, refuses to furnish the same, they may be impressed and taken for such service; But no such carriage, horse or ox, or any carriage, horse or ox mentioned in the previous sections of this Act, shall be compelled to proceed more than thirty miles, unless in cases where other carriages, horses or oxen cannot immediately be had to replace them; and such carriages, horses or oxen shall be paid for at the usual rate of hire.

In case of emergency boats, &c. may be required in like manner.

Rate of pay for the same.

May be impressed on refusal to furnish.

As to Railway Companies.

77. In cases of emergency, when it is necessary to provide proper and speedy means for the conveyance by railway or by water of the Troops of Her Majesty or of the Militia, and also of their ammunition, stores, provisions and baggage—any Justice of the Peace of and in the locality where such Troops or Militia are either on a march or in cantonment, upon receiving a requisition in writing from the Officer commanding such Troops or Militia, for such railway cars and engines, boats or other craft, as are requisite for the conveyance of the said Troops or Militia, and their ammunition, stores, provisions and baggage,—shall issue his warrant to such person or persons as are possessed of such railway cars and engines, boats or other craft within his jurisdiction, requiring him or them to furnish the same for that service, at and after the rate of payment to be allowed by the same Justice, not exceeding the usual rate of hire for such railway cars and engines, boats or other craft; And if any such person neglects or refuses, after receiving such warrant, to furnish such railway cars, or engines, or boats, or other craft for that service, such railway cars or engines, boats, or other craft may be impressed and taken for such service; But nothing herein shall impair the effect of any Act obliging any Railway Company to convey such Troops, Militia, and other articles aforesaid, in any manner or on any terms and conditions therein mentioned, or to release any such Company from any obligation or penalty thereby imposed.

EXPLANATORY ESTIMATE OF THE WITHIN DEMAND, VIZ:

Total No. of each Rank.	RANK.	Number of days.	PAY.				ALLOWANCES.				Gross amount required.	
			Rate per day.		Total.		Daily rate in lieu of all allowances.		Total.			
			$	cts.	$	cts.	$	cts.	$	cts.	$	cts.
	Lt.-Colonel											
	Major.....											
	Paymaster											
	Adjutant with Rank of Lieut.....											
	Do. with Rank of Ensign....											
	Surgeon											
	Asst. Surgeon.....											
	Quarter Master.....											
	Captain.....											
	Lieutenant.....											
	Ensign, 2nd Lieut. or Cornet.....											
	Serjeant Major											
	Quarter Master Serjeant.....											
	Paymaster's Clerk.....											
	Orderly Room Clerk											
	Hospital Serjeant.....											
	Pay-Serjeant.....											
	Serjeants.....											
	Corporals.....											
	Buglers.....											
	Privates											
	Horses of Mounted Corps.....										$	

Paymaster.

Form A.

No.

REQUISITION

Of District Paymaster

for the above amount on account of the Month of

18 , for the

Volunteer Militia, at

Form A.

TO BE RENDERED IN DUPLICATE.

No. of Cheque.....

Required the Sum of.....

.....Dollars, on Account of the Estimate for the Pay, &c., of the

.....Volunteer Militia, in my District for.....days

ending.....186 .

..... the.....day of.....186 .

Approved,

.....

District Paymaster Vol. Militia.

.....

District Staff Officer.

To Lt.-Col.....

Dy. Adjt. Genl. Militia,

Ottawa.

Form B.

VOLUNTEER MILITIA.

$.....

*..... of.....

of the Corps:

.....*Officers.*

..... *Men.*

Required for the † ..... under my command an advance of $.....on account of their pay for the week ending the ..... 186 , the same to be deducted from the Covering Pay-List of the Corps on being finally settled with on its release from actual Service.

Approved,

.....

Officer Commanding the Corps.

.....

Paymaster.

Dated at.....this.....
day of.....186 .

N.B.--1. District Paymasters are strictly enjoined to take care that in no case are advances to be made for a greater amount than the pay and allowances of the Officers, and the pay of the Non-Commissioned Officers and Men for the period for which the demand is made.

2. An even sum is always to be advanced, say: $300, $400 or $500, according to the strength of the Corps and the period of the demand.

3. District Paymasters should take receipts, (Form II) for all advances, in duplicate, one copy to be kept as their own voucher, and the other to be sent with their Account current, in support of the charge.

---

*Here fill in the full designation of the Corps.

†Here fill in Battalion, Battery, Troop or Company as the case may be.

Form C.

VOLUNTEER MILITIA.

PAY-LIST of the Officers, Non Commissioned Officers and Men of Capt. ..... Company of the .....

at ..... for the undermentioned period.

No.	RANK.	NAMES.	PERIOD.		No. of days.	PAY.				Receipt of the Officers and N. C. Officers and Men.	Witness to the names of those who cannot sign.	REMARKS.
			From.	To.		Rate per day.		Total.				
						$	cts.	$	cts.			
			18	6 .								
1	Captain											
2	Lieutenant											
3	Ensign											
4	Pay Serjeant											
5	Serjeant											
6	"											
7	"											
8	Corporal											
9	"											
10	"											
11	"											
12	Bugler											
13	Private											
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25										*Carried Forward.*		

RATES of Pay authorized to the Officers of the Volunteer Force on actual service.

RANK.	PAY. Rate per day.		ALLOWANCES. Daily rate in lieu of all allowances.		REMARKS.
	$	cts.	$	cts.	
Lt.-Colonel in Command of a Battalion	4	87	1	00	Pay and Allowances for these appointments can only be granted when the Officers are serving with their own Battalion or with a Provisional Battalion and should be included at the *end* of such of the Company pay-lists Form C as the Commanding Officer may direct.
Major	3	90	1	00	
Paymaster	3	05	0	90	
Adjutant with Rank of Lt.	2	44	0	90	
do. with Rank of Ensign	2	13	0	90	
Surgeon	3	65	1	00	
Assist. Surgeon	2	43	0	72	
Quarter Master	1	94	0	76	
Captain	2	82	0	76	These Officers are to be included for pay and allowances in the Form C with their Men.
Lieutenant	1	58	0	72	
Ensign, 2nd Lieut: or Cornet	1	28	0	69	

1. No Regimental Staff Officer can, under any circumstances receive pay unless he has been regularly appointed to the Battalion or Provisional Battalion.

2. No pay can be granted for Brevet Rank of any kind.

Form C.

No. .....

MONTHLY PAY-LIST

Of No. ..... or Captain .....

Company of the .....

..... Battalion

of Volunteer Militia for

186 . .

Balance due $

Examined.

Approved,

D.A.G.

Cheque No. ..... granted ..... 186 .

REQUISITION for payment of the †.....under my command for the Week ending on the..... 186 .

PERIOD.		Number of Men.	Number of days for each Man.	Total number of days.	Authorized rate per Man per day.	Amount.		REMARKS.
From	To							
18 6					cts.	$	cts.	
			Total Amount required.....					

I certify upon my honor that this account is correct, and that the above number of Men were actually provided with †..... for the period claimed.

Examined and found correct.

.....
Paymaster.

Approved, ...
Officer Commanding the *

.....
Quarter Master.

Dated at.....the.....186 .

*Here fill in Battalion, Battery, Troop or Company as the case may be.

†Here fill in "Board and Billets," or "Billets" only, as the case may be.

Form E.

The PAYMASTER of the ..... District in account with the Militia Department of Canada, for the Month of ..... 186 .

Dr. Cr.

CHEQUES RECEIVED.				No. of Voucher.	EXPENDITURE.	Amount.		Gross Amount.	
No.	Date. 186 .	Amount.							
		$	c.			$	c.	$	c.
		$						$	

.....
Paymaster.

Form E.

Account Current of Paymaster

the Month of ..... 186 .

Form F.

REQUIRED Billets for _____ Officers and

_____

Non Commissioned Officers and Men of Volunteer Militia and stabling and forage for _____ horses belonging to the said Force, under the provisions of sections 69, 70 and 71 of the Volunteer Militia Act.

_____

Signature of Commanding Officer.

Dated at _____

this _____ day of _____ 186 .

To _____ Esq.

Chief Magistrate or Justice of Peace.

at _____

Abstract Receipt for Billet Money either under the Act, or by arrangement, or for provisions, &c., &c.

Form G.

Received from .....

Volunteer Militia the Amounts set opposite our respective names hereunder, viz:

No. of Voucher.	For what Service.	Amount. $	c.	Signatures of the several parties concerned.	Witness.
	Total.....$				

Form H.

TO BE SIGNED IN DUPLICATE.

$ .....

Received from District Paymaster ....., the sum of ..... Dollars, being an advance on account of the Pay of the Corps under my Command for the week ending on the ..... 186 , the same to be deducted from the final issue of Pay, of the Corps on its release from actual service.

Dated at ..... this ..... day of ..... 186 .

Signature.

Commanding the .....

TO BE SIGNED IN DUPLICATE.

$ .....

Received from District Paymaster ....., the sum of ..... Dollars, being an advance on account of the Pay of the Corps under my Command for the week ending on the ..... 186 , the same to be deducted from the final issue of Pay, of the Corps on its release from actual service.

Dated at ..... this ..... day of ..... 186 .

Signature.

Commanding the .....

Form H.

Receipt No.

Amount $.....

Name

Receipt No.

Amount $.....

Name

Form I.

To the Manager of the*.....

REQUIRED Transport on account of the Provincial Government for the undermentioned Officers and Men of the Volunteer Militia, from..... to.....

CORPS.	Officers.	N. C. Officers & Men.	Horses.	Raggage or Stores. Weight lbs.	†Expense of the Transport. $	cts.
Total.....						

Dated at.....

.....
Commanding.

this.....day of.....186 .

I certify that the above Service has been performed.

.....
Commanding.

*Here fill in the name of the Steamboat or Railway Company.

†The expense of the transport to be filled in by the Contractor according to contract.

☞ The Wives and Children of Officers and Men of the Volunteers are *not* to be included in the Requisition, the expense of their transport not being admissable as a charge against the Government.

To the Manager of the*.....

REQUIRED Transport on account of the Provincial Government for the undermentioned Officers and Men of the Volunteer Militia from..... to.....

CORPS.	Officers.	N. C. Officers and Men.	Horses.	Baggage or Stores. Weight lbs.	†Expense of the Transport. $	cts.
Total.....						

Dated at.....

.....
Commanding.

this.....day of.....186 .

I certify that the above Service has been performed.

.....
Commanding.

*Here fill in the name of the Steamboat or Railway Company.

†The expense of the transport to be filled in by the contractor according to contract.

☞ The Wives and Children of Officers and Men of the Volunteers are *not* to be included in the Requisition, the expense of their transport not being admissable as a charge against the Government.

Form I.

REQUISITION.

For Transport for

Officers and Men of the Volunteer Militia.

186 .

Form K.

VOLUNTEER MILITIA.

$ 100

* ..... of .....

Required the sum of $ ..... 100 to pay the several contractors for Rations and Provisions furnished at this Post to the Corps under my Command consisting of ..... Non-Commissioned Officers and Men for the week ending on the ..... day of ..... 186 .

Approved,

.....

Officer Commanding the Battalion.

Certified,

.....

Quarter Master.

Dated at ..... this .....
day of ..... 186 .

N. B.—It must be distinctly understood by all parties that the aggregate *exact amount* due the *whole* of the Contractors for Provisions of every description, for the week, is to be demanded, in order that it may agree with the Abstract Receipt, Form G.

* Here fill in the full designation of the Corps.

MARCHING IN STATE.

Form L.

_____ of the _____

DETAIL.

COMPANIES.	Field Officer.	Captain.	Subalterns.	Sergeants.	Buglers.	Rank and File.	REMARKS.

Date and hour of Departure and Arrival.	From.	To.	No. of Miles.	How performed, by what conveyance.	Remarks explanatory of Detentions, &c.

I certify that "the Regulations for the Volunteer Force" have been strictly adhered to during this march.

_____
Commanding

To the District Staff Officer,

_____ (Place.)

Dated at _____

this _____ day of _____ 186 .

J. A. McLean
Toronto
C.W.